

Operational Traffic and Safety Group, TSMO
ADOT Traffic Safety Section
HSIP Eligibility Determination Checklist

Agency: _____ Date: _____

Project Title: _____

Eligibility Determination Requirements:

General Requirements:

YES	NO	
<input type="checkbox"/>	<input type="checkbox"/>	Does the description of the project adequately describe the countermeasure(s) and the safety problem that it proposes to address?
<input type="checkbox"/>	<input type="checkbox"/>	Final submittal, is the cover/transmittal letter signed by appropriate individual?
<input type="checkbox"/>	<input type="checkbox"/>	For Traffic or Pedestrian Signals, is the Signal Warrant or PHB Evaluation included in the submittal?
<input type="checkbox"/>	<input type="checkbox"/>	Is there a State Location Map?
<input type="checkbox"/>	<input type="checkbox"/>	Is there a Work Limits Map?
<input type="checkbox"/>	<input type="checkbox"/>	Is the work aligned with one or more of Arizona's SHSP Emphasis Areas
<input type="checkbox"/>	<input type="checkbox"/>	Are the supporting structures in good condition, meet local or state standards and have an anticipated service life longer than the countermeasure being installed?
<input type="checkbox"/>	<input type="checkbox"/>	

Crash Requirements:

YES	NO	
<input type="checkbox"/>	<input type="checkbox"/>	Is a list of K and/or A crashes provided?
<input type="checkbox"/>	<input type="checkbox"/>	Are the crashes relevant to the countermeasure or does the countermeasure have the potential to reduce the types of crashes? e.g. type of crash – left turn, countermeasure – left turn lane
<input type="checkbox"/>	<input type="checkbox"/>	Did the crashes occur within the most recent 5-year history available to the agency?
<input type="checkbox"/>	<input type="checkbox"/>	For a roadway segment countermeasure, did the crashes occur within the limits of the segment?
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	

CMF/CRF Requirements:

YES	NO	
<input type="checkbox"/>	<input type="checkbox"/>	Does the proposed project countermeasure have a CMF in the FHWA CMA Clearinghouse?
<input type="checkbox"/>	<input type="checkbox"/>	Is the CMF identified by CMF ID Number?

<input type="checkbox"/>	<input type="checkbox"/>	Is the CMF appropriate for the countermeasure identified? e.g.. Crash Type, Crash Severity, Area, etc.
<input type="checkbox"/>	<input type="checkbox"/>	If a CCRF is used, are the calculations shown either in the cover letter or B/C analysis Tab?
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	

B/C Ratio Analysis Requirements:

YES	NO	
<input type="checkbox"/>	<input type="checkbox"/>	Is the B/C ratio equal to or greater than 2.5?
<input type="checkbox"/>	<input type="checkbox"/>	For multiple countermeasures, is there a B/C ratio analysis for each countermeasure with each having a B/C equal to or greater than 2.5 and an overall combined B/C ratio analysis?
<input type="checkbox"/>	<input type="checkbox"/>	For multiple locations, is there a B/C ratio analysis for each countermeasure with each having a B/C equal to or greater than 2.5 and an overall combined B/C ratio analysis?
<input type="checkbox"/>	<input type="checkbox"/>	Does the 5 year crash average match the number of K & A crashes identified?
<input type="checkbox"/>	<input type="checkbox"/>	If multiple countermeasures or crash locations, are the number of crashes used in the 5-year average only the types of crashes impacted by the countermeasure or crashes that occurred at that location?
<input type="checkbox"/>	<input type="checkbox"/>	Does the CRF(s) or CCRF(s) percentage match the percentage identified in the cover letter and CRF ID?
<input type="checkbox"/>	<input type="checkbox"/>	Is the CMF properly used in the B/C ratio analysis? i.e. Crash Severity both K & A or only K or A?
<input type="checkbox"/>	<input type="checkbox"/>	Are the "Unit Costs" the correct costs for the year of the application?
<input type="checkbox"/>	<input type="checkbox"/>	Is the "Project Life" correct? (Appendix D)
<input type="checkbox"/>	<input type="checkbox"/>	Is there a yearly "Maintenance Cost" included?
<input type="checkbox"/>	<input type="checkbox"/>	

Cost Estimate Requirements:

YES	NO	
<input type="checkbox"/>	<input type="checkbox"/>	Is the countermeasure correctly identified at 100%, 94.3% or 94.34% (Interstate) HSIP funded?
<input type="checkbox"/>	<input type="checkbox"/>	Is the cost estimate on the correct cost estimate TAB? Local vs State
<input type="checkbox"/>	<input type="checkbox"/>	Does the cost estimate include funding for ADOT time? i.e. Environmental, ROW, etc.
<input type="checkbox"/>	<input type="checkbox"/>	Does the cost estimate include funding for a consultant's design fee?
<input type="checkbox"/>	<input type="checkbox"/>	Does the construction cost estimate have a high level breakout and is not a lump sum submittal?
<input type="checkbox"/>	<input type="checkbox"/>	Has PMG or LPA reviewed this cost estimate?
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	